Minutes
Plan Commission
Meeting

March 15, 2021

Members Present: Justin Rupert, Tom Rogers, Bruce Fischer, Scott Peters, Peter Bloechl-Anderson, Eric Green, Brad Czebotar

Members Absent:

Staff Present: Andrew Bremer, Andrew Day, Karen Knoll

1. CALL TO ORDER

   Czebotar called the meeting to order at 7:00 p.m.

2. PUBLIC APPEARANCES.
   None

3. APPROVAL OF MINUTES.

   a. Review and possible approval of the February 15, 2021 Plan Commission minutes.

   Czebotar called the minutes from the February 15, 2021 approved by unanimous consent.

4. PUBLIC HEARING
   a. Public hearing regarding a Conditional Use Permit, requested by 5411 Bashford LLC - Dan Chin Homes, for three residential units as part of a proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial.

      Czebotar opened the public hearing at 7:05 p.m.
      Bremer summarized the history of the proposal with Commissioners.

      Ryan Quam of Quam Engineering reviewed the site plan as provided in packets with Commissioners, along with the storm water and sanitary sewer replacement, right of way issues, landscaping plan, the proposed crosswalks, permeable pavement, lighting layout for the site and the expansion of the right-of-way.

      Nick Badara with Sketchwork Architects reviewed the plans for the project as submitted in packets. It is described as a "farmhouse modern" style project. There will be two offices on the lower level, one being Dan Chin Homes with the second

to be rented, and three, two-bedroom apartments on the second floor. Badara reviewed the exterior design of the project, along with how it will fit in with neighboring properties.

Bremer read the responses for each of the Conditional Use Standards as supplied in packets by Badara and Quam for the proposal with Commissioners, Badara and Quam provided feedback and details as needed.

Bremer reviewed the staff report with Commissioners covering tightening up the curb line on Bashford Street, the landscaping plan and maintaining the vegetation, lighting and the height of one of the poles, the parking lot design. Bremer indicated the Village Engineer had concerns over snow storage on the site, particularly if there was a heavier or multiple snow event. Some options provided were to remove the snow from site, reducing the parking to add more green space; the Chins would like the Plan Commission's consideration to utilize one of the stalls should they need to, for additional snow storage when needed.

Bremer reviewed and summarized the right-of-way and crosswalk concerns as indicated in packets. Bremer had previously spoken with the school district Director of Business Jeff Mahoney who is in favor of the proposal and dedication of right-of-way, pending School Board approval. He did have some concern over having an additional crosswalk at Bashford Street as there is not a crossing guard on that side of the road, and they prefer children use sites with crossing guards. Bremer reviewed the six recommended conditions of approval for the Conditional Use Permit and site design approval.

Quam discussed the crosswalks, and the sidewalk extensions to the edge of the property. They would prefer not to put them in as there will be additional costs, and he feels could be added at a later date if needed. Peters asked for clarification on the concerns over a crosswalk on Bashford Street. Bremer replied the general concern is the strain it would place on the crossing guard at their current location and safety with left-turning vehicles from Johnson Street. Once put in people and children might use them instead of the current preferred crosswalk on the eastside. Commissioners discussed the plans for sidewalks including, accepting the plans as presented, requiring the sidewalks to be extended to each side lot line, or having no sidewalk on Johnson Street. Green felt adding them would add additional costs to the Village due to infrastructure, which would be needed. Green felt, as there is not sidewalk in place at this time; he would be fine without putting it in. Rogers inquired if there were plans for the sidewalk to ever be expanded on Bashford or Johnson Streets. Bremer replied the Village generally would like to continue with the infill of sidewalks in the downtown area and there currently are no other developments or Village sidewalk installations planned at this time along Bashford Street. Connecting building entrances to sidewalks is a TID #4 design guideline. Bremer indicated based on the Village Engineers comments, if you do not install it at the time of a project, it can be more expensive to add later, the Village could do

a special assessment for the cost later. Fischer felt the natural flow of foot traffic would be on the other side of the street. Commissioners discussed the variables of having the sidewalk and extensions added with this proposed project or at a later time.

Bremer added for point of record, there is no one present in the room at this time for the public hearing, and no one on line indicated they wished to speak.

Czebotar closed the public hearing at 7:49 p.m.

5. BUSINESS.

a. Discussion and possible action regarding a Conditional Use Permit, requested by 5411 Bashford LLC - Dan Chin Homes, for three residential units as part of a proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial.

Czebotar reviewed the list of Conditional use Standards with Commissioners and had Commissioners vote on each item to see if the applicants have meet the standards with substantial evidence. All standards were deemed met by the Commission.

Czebotar moved to approve a Conditional Use Permit, requested by 5411 Bashford LLC - Dan Chin Homes, for three residential units as part of a proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial conditioned on:

1. Parking lot pole height not to exceed 18 feet (including base), and utilization of 90-degree cutoff fixture.
2. Addressing recommended conditions of approval as identified in the McFarland Fire & Rescue Department staff review letter dated 02.10.21.
3. Addressing recommended conditions of approval as identified in the Village Engineer's staff review letter dated 03.11.21.
4. Dedication of the right-of-way adjacent to 6009 Johnson Street, as contemplated on the Right-Of-Way Adjustment Map, page 8 of 8 of the site plan submittal, to be approved by the McFarland School Board.
5. Vacation and dedication of the right-of-way adjacent to 5411 Bashford Street, as contemplated on the Right-Of-Way Adjustment Map, page 8 of 8 of the site plan submittal, to be approved by the Village Board.
6. Approval of a real estate acquisition and development agreement to be approved by the Village Board.

Seconded by Rupert.

Bremer reviewed the six conditions of approval would include per item #3 extending the sidewalks to the property line, and maintaining the curb cut and cross

walks. Bremer inquired if Commissioners were comfortable with the snow storage in the parking lot, and the TIF guidelines in the packet, which cover sidewalk connections. Bremer would support the Village Engineer's recommendation for curb cuts and cross walks. This would accept the proposal as submitted, except for the curb cut recommended by the Village Engineer.

Bremer reviewed the sidewalk layout as included in the submittal along with the Village Engineers recommendations for the extensions. Commissioners discussed the original plan, and the change of extending the sidewalk to the corner and a second condition of the addition of the ramp. Bremer would recommend keeping the ramp, but the sidewalks as submitted.

Bloechl-Anderson moved to amend the motion to read to accept the sidewalks as submitted and not extend it. Fischer seconded the motion to modify the original motion.

Motion to accept the amended motion carried 7-0.
Motion to approve the Conditional Use Permit based on the six condition with the modification carried 7-0.

b. Discussion and possible action on a Site Design Review Permit submitted by 5411 Bashford LLC - Dan Chin Homes, for a proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial.

Bremer summarized the Chins would like to keep the parking lot as proposed with the ability to use one of the parking stalls to store snow if needed, rather than making the lot smaller or having to commit to hauling the snow away. Commissioners discussed the options for snow removal on the site. Green had concerns over the northern most stall due to the location of the dumpster, he felt by shifting the lot a few feet it would give more room for a vehicles turn radius, and an area to push the snow if needed.

Quam indicated that is the stall he feels the snow would be stored in, they could shift the stalls towards Johnson Street a couple of feet, it would create a little bit of a jog, but nothing to pronounced. The dumpster company will be coming into the lot, rolling out the dumpsters, front loading and then backing out of the parking lot.

Czebotar moved to approve the Site Design Review Permit submitted by 5411 Bashford LLC - Dan Chin Homes, for a proposed two-story mixed-use development at 5411 Bashford Street, McFarland, property zoned C-C Central Commercial conditioned upon:

1. Parking lot pole height not to exceed 18 feet (including base), and utilization of 90- degree cutoff fixture.

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With the changes to the sidewalk as approved under the conditional use permit; the ability to use the north parking stall for snow storage as necessary and moving the building side of the parking lot to the south/east by two feet towards Johnson Street. Green seconded the motion. Motion carried 7-0.

c. Discussion regarding redevelopment of 4313 Triangle Street, including a preliminary concept plan by CTW Abbey Carpet & Floor for an office/warehouse development.

Bremer reviewed the history of 4313 Triangle Street, the Village acquired the property approximately one year ago for the purpose of blight removal and redevelopment, it has been used in the interim by the Public Works Department. There was initial interest in the property by someone about one year ago who decided to not move forward with their project. Joe Burkeland of CTW Flooring was at the CDA meeting earlier this month with a pre-application for the property. Tonight is for discussion only; Austin Conrad (CDA member) is assisting with the project.

Burkeland explained he has two companies, one is CTW Flooring currently in McFarland and Wisco Cabinets currently in Waunakee, and he has been looking to either build or move the cabinet company into the McFarland area to keep both businesses closer to each other as he is a McFarland resident.

Austin Conrad of Strang Architects reviewed the site location, current structure on the site, their preliminary proposal of an approximately 25,000 sq.ft. building. with a smaller rental unit offering the potential for further expansion by Wisco Cabinets in the future, along with the traffic flow, bio retention area, and preliminary site plan as submitted in packets. Conrad reviewed an area for a possible easement request, façade for the project, and elevations of the building. This project will likely be a TIF application. They are looking for initial feedback before they move forward with a more in depth design and materials plan. Bremer indicated where there was a former underground tank on the property, which was removed and the

site cleaned up. Parking in that area as shown would be fine. The property is subject to the Terminal Triangle TID 3 design guidelines as included in packets. This area is called for light industrial/commercial uses, similar to other properties in the area. There is a preliminary staff review of the design and guidelines, the sidewalls which are larger than 70' will need to break up the massing a bit, however this is just a preliminary plan.

Commissioners discussed the design, and usage of natural light for the property. Czebotar inquired how many would be employed. Burkeland indicated there would be six employees at this time, with possibility for expansion, along with moving the office staff from CTW over to this building, and the potential tenant's employees.

Czebotar advised it appears the Plan Commission would like to see this move forward, there will be more details needed at future meetings.

7. STAFF REPORTS

   a. Property maintenance report – no comments

   b. Director's report – no comments

8. SCHEDULE NEXT MEETING DATE

   a. April 19, 2021 at 7:00 p.m.

9. ADJOURNMENT.

   Rupert moved to adjourn, Peters seconded the motion. Motion carried – meeting adjourned at 8:28 p.m.